

REG-48-005 NOTICE

005.01 For all meetings of the State Board, the Tax Commissioner shall issue reasonable advance notice to each member of the Board and to the public by: legal notice, issued pursuant to section 33-141; and, by news release.

005.01A The legal notice shall be issued in a manner which assures publication at least ten days prior to the meeting of the Board. The legal notice shall be published in at least three major newspapers with general circulation in the state.

005.01B The news release shall be issued in a manner which assures publication at least ten days prior to the meeting of the Board. The news release shall be issued to all news media whose names appear upon a list maintained by the Tax Commissioner. The list shall contain the names of the news media requesting notification of the meetings of the Board.

005.02 Reasonable advance notice shall mean at least ten days prior to the meeting of the Board.

005.03 All notices of the Board shall contain the time and place for the meeting and an agenda of the subjects to be discussed at the meeting. If an agenda of subjects is not known at the time of issuing the notice, the notice shall contain a statement that the agenda, which shall be kept continually current, shall be available for inspection to any interested person at the office of the Tax Commissioner during normal business hours.

005.04 When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting and any formal action taken in the meeting shall pertain only to the purpose for which the emergency was called. The Board shall issue a news release in the manner prescribed in Reg-48-005.01B, except that the news release shall be issued as soon as practicable after the decision to hold the emergency meeting is made.

(Section 84-1411, R.R.S. 1943. January 24, 1993.)